



CANNON BUILDING
861 SILVER LAKE BLVD., SUITE 203
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE
DEPARTMENT OF STATE
DIVISION OF PROFESSIONAL REGULATION

TELEPHONE: (302) 744-4500
FAX: (302) 739-2711
WEBSITE: WWW.DPR.DELAWARE.GOV

PUBLIC MEETING NOTICE:	Delaware Board of Funeral Services
DATE AND TIME:	Tuesday, August 24, 2010 at 10:00 a.m.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Conference Room B , second floor of the Cannon Building

AGENDA
(Amended items are indicated by an asterisk*)

- 1.0 Call to Order
- 2.0 Review and Approval of Minutes
 - 2.1 Meeting Minutes June 17, 2010
- 3.0 Disciplinary Hearing*
 - ~~3.1 Thomas Trader, 10:15 a.m.~~ (CONTINUED)*
- 4.0 Unfinished Business
 - 4.1 Strategic Planning – Develop a New Strategic Plan
 - 4.2 Rules and Regulations
 - 4.3 Review of Tabled Applications for Funeral Director Licensure by Reciprocity (Need Approval to Sit for State Exam)
 - 4.3.1 William D. Zwicharowski (PA)
 - 4.3.2 Raphael Hunt Irving (PA)
 - 4.4 Update on State Funeral LRR Exam – Replacing 2 Outdated Questions
 - 4.5 Review of Quarterly Intern Reports*
 - 4.5.1 William T. Harra*
- 5.0 New Business
 - 5.1 Computer-Based Testing Proposal
 - 5.2 Discussion of Proposed Parking Lot Requirement for Funeral Establishments – James Collins

- 5.3 Limited License Application
 - 5.3.1 Norman Dale Fox
- 5.4 Funeral Director by Reciprocity
 - 5.4.1 Scott Smith (MD)
- 5.5 Approval of Licensure Ratification
 - 5.5.1 Ellen F. Bochanski – Resident Intern
 - 5.5.2 La Keya James Congo – Resident Intern
- 5.6 Continuing Education Applications *
 - 5.6.1 All Star Professional Training, Inc.
 - 5.6.1.1 *Funeral Services and Related Topics*, Online Course, Requesting 5.0 CE
 - 5.6.1.2 *Topics For Funeral Directors & Embalmers*, Online Course, Requesting 5.0 CE
- 5.7 2011 Meeting Schedule
- 6.0 Correspondence*
 - 6.1 6/29/10 Email from Ray Johnson, Funeral Director: Airlines Certified Cargo Screening Facility Program – CE Credit
 - 6.2 6/29/10 Email from Ray Johnson, Funeral Director: Requirement of Medical Examiner's Authorization to Cremate
 - 6.3 6/29/10 Email from Ray Johnson, Funeral Director: Difficulty in Getting Doctors to Sign Death Certificates in an Expedient Manner
 - 6.4 7/28/10 Email from Ray Johnson, Funeral Director: Definition of Receiving Vault
 - 6.5 7/28/10 Email from Ray Johnson, Funeral Director: Restriction of Time Limitation of Funeral Home's Responsibility for Cremains
 - 6.6 7/28/10 Email from Ray Johnson, Funeral Director: Restriction of Internships with Family-Run Establishments
- 7.0 Complaint Status
 - 7.1 Complaint 27-10-08 Dismissed by Attorney General's Office (Mr. Arcaro)
 - 7.2 Complaint 27-11-08 Dismissed by Attorney General's Office (Mr. Arcaro)
 - 7.3 Complaint 27-01-09 Dismissed by Attorney General's Office (Mr. Hutchison)
 - 7.4 Complaint 27-02-09 Dismissed by Attorney General's office (Mr. Arcaro)
 - 7.5 Complaint 27-02-10 Assigned to Mr. Torbert
 - 7.6 Complaint 27-03-10 Assigned to Mr. Torbert
- 8.0 Other Business before the Board (for discussion only)

9.0 Public Comment

10.0 Next Meeting – September 29, 2010 at 10:00 a.m.

11.0 Adjournment

Please Take Note: To assure consideration of an application at a meeting, the Board office must receive all of these items no later than 4:30 p.m. ten full working days before the meeting date:

- Completed, signed and notarized application form,
- Fee payment, and
- All required documentation.

A final amended agenda will be published to reflect any items received after the original agenda is posted.

Unforeseen circumstances may result in a meeting being cancelled due to a lack of quorum.

Pursuant to 29 Delaware Code, Section 10004(e)(2), the Board shall pre-announce or pre-publish all Executive Sessions; however, such agenda shall be subject to change to include additional items including Executive Sessions which arise at the time of the body's meeting.

MEMBERS: PLEASE CALL THE BOARD OFFICE AT 302-744-4500 OR EMAIL customerservice.dpr@state.de.us IMMEDIATELY IF YOU CANNOT ATTEND THE MEETING. THANK YOU.